



2010 DECLARATION OF INTENT

<http://dcps.dc.gov/DCPS/doi2010>

REQUEST FOR \$1,000 INCENTIVE PAYMENT: Pursuant to the 2004-2007 Collective Bargaining Agreement (AGREEMENT) between the Washington Teachers Union & the District of Columbia Public Schools

REFERENCE AUTHORIZATION: Article XXIV, POLICIES RELATING TO WORKING CONDITIONS OF TEACHERS, Section 20, "**Declaration of Intent**," found on page 59 of the Collective Bargaining Agreement, the following teacher is entitled to a \$1,000(tax deductible) incentive payment for providing notice to DCPS on or before April 2st of his/her INTENT TO LEAVE THE DCPS SYSTEM for the following reason:

Please check only one box.

☐ **Resignation (Attach Resignation Letter)**

Do you belong to a cohort? ☐ DCTF ☐ TFA ☐ Other _____
Please Specify

☐ **Retirement**
(Attach Request for Retirement Computation Form if you have not submitted one within the last year)

Please Print Clearly.

Name of Teacher: _____

SSN: _____ **Employee ID #:** _____

Telephone #: _____ **Alternate contact #:** _____

Email Address: _____

Work Location/School Site: _____

Position Title: _____

Subject/Grade Taught: _____

MAILING ADDRESS WHERE THE \$1,000 CHECK SHOULD BE SENT

Signature: _____

Date: _____

NOTE: Pursuant to the referenced provisions of the AGREEMENT, the \$1,000(tax-deductible) incentive is payable within 45 days following the exit date of an eligible retiree and within 45 days following the last day of school for all other eligible teachers.

Please note that if you return to DCPS within 1 year of your separation date you will be required to pay back the \$1,000 incentive through payroll deductions.

**APPLY VIA WEB OR
WALK-IN ONLY:**

<http://dcps.dc.gov/DCPS/doi2010>

Office of Human Resources
Attn: Employee Services
1200 First Street NE
10th Floor - Human Resources
Washington, DC 20002

Office hours:
Monday-Friday
8:00am -5:00pm

Faxed DOI application forms will
NOT be accepted.

SY2009-2010

FOR HR USE ONLY

Specialist: _____

Date Received: _____